



Record of Proceedings

Jefferson County Communications Center Authority

Board of Directors

March 21, 2024, 9:00 am

This meeting was held by Zoom video conference. It was accessible for the public to listen via phone conference.

I. CALL TO ORDER

The board meeting of the Jefferson County Communications Center Authority (Jeffcom) was called to order by Don Lombardi at 9:00am. This meeting was held in accordance with the applicable statutes of the state of Colorado.

II. ROLL CALL

| | |
|---|----------------|
| President Don Lombardi (West Metro Fire) | Present |
| Vice President Joe Harvey (Golden PD) | Present |
| Secretary/Treasurer Mike Weege (EFD) | Present |
| Member Reggie Marinelli (Jeffco Sheriff's Office) | Not Present |
| <i>Proxy Del Kleinschmidt</i> | <i>Present</i> |
| Member Kirk Lock (Arvada Fire) | Not Present |
| <i>Proxy Matt Osier</i> | <i>Present</i> |
| Member Chris Murtha (Wheat Ridge PD) | Present |
| Member Ed Brady (Arvada PD) | Not Present |
| <i>Proxy Todd Reeves (Arvada PD)</i> | <i>Present</i> |
| Member Phil Smith (Lakewood PD) | Present |

Also in attendance were:

Jeff Streeter, Kevin Biegert, Gabrielle Rathfon, Gina Ramirez, Jen Gustin, Jen Sandoval, Ethan Honaman, Laurel Strandberg, and Gayle Johnston.

Bob Cole of Collins, Cole, Flynn, Winn & Ulmer, PLLC
Javon Quarles of Collins, Cole, Flynn, Winn & Ulmer, PLLC
Brian Wilkerson of Talion Defense
Cathy Fromm with Fromm & Company LLC
Jeff Irvin of JCECA

Jim Lorentz with Wheat Ridge Police Department
Anita Koester with Lakewood Police Department
Mike Hendershot with Golden Police Department
Eric Sonstegard with Edgewater Police Department

Chris Malmgren with Pleasant View Fire Department
Ike Nesbitt with Mountain View Police Department
Kasey Beal with Golden Fire Department

III. PUBLIC COMMENT – (Limited to 3 minutes each)

No public comment

IV. OATH OF OFFICE

- Chief Lombardi administered the oath of office to Deputy Chief Todd Reeves who was appointed to serve as proxy for the Arvada Police Department.

V. APPROVAL OF RECORD OF PROCEEDINGS

- Minutes of the February 15, 2024 Regular Meeting

MOTION: It was moved by Chris Murtha and seconded by Joe Harvey to approve the record of proceedings of the regular board meeting for February 15, 2024. The motion was voted upon and approved unanimously.

- Minutes of the March 6, 2024 Special Meeting

MOTION: It was moved by Mike Weege and seconded by Chris Murtha to approve the record of proceedings of the regular board meeting for March 6, 2024. The motion was voted upon and approved unanimously.

VI. REPORTS

A. Financial and Budget Update – Fromm and Company LLC

- February 2024 Financial Statement – Cathy Fromm with Fromm and Company LLC presented the unaudited February financial statements and reviewed with the Board the comparison of budget to actual revenue and expenditures. The large miscellaneous income of \$500,000 represents forfeitures from past employees that left Jeffcom that were not fully vested in the retirement fund. General operating expenses are at 21%, running just over budget. Facility costs are over budget at 28% and that includes the property and liability cost paid at the beginning of the year. Employment expenses are slightly under budget at 15% and total operational employee expenditures are right on budget.

MOTION TO APPROVE THE FEBRUARY 2024 FINANCIAL STATEMENT.

It was moved by Joe Harvey and seconded by Mike Weege to approve the February 2024 financial statement. The motion was voted upon and carried unanimously.

B. Executive Director Update

- General Updates

- Jeffco Regional SWAT utilized Jeffcom's new building for a training day.
- JBUC activation is scheduled for March 28th from 0300-0600. The member and user agencies have all been informed and there should be minimal impact.
- Jeffcom has made an application to Congressional Directed Spending (CDS). Local state representatives have access to funding for authority districts. Jeffcom has applied for funding for the radio equipment and microwave connectivity for the new building.
- The RFP process went out for general contractor bids. The bids are due April 12th, it is a condensed timeline and Jeffcom will be looking for board approval at the next board meeting. There was a mandatory meeting held at the new building for the general contractors to attend before submitting a bid. The permit process is moving forward with the City of Golden.
- Jeffcom is currently in a hiring process for the next academy starting May 14th. Jeffcom currently has 115 ECS and CS. Hiring numbers are pending the outcome of the cultural study.
- A new recording system was authorized at the previous board meeting and Mr. Streeter was authorized to negotiate the contract. The original price presented to the board was \$241,000 for the initial setup. Through negotiation Jeffcom was able to get the price down \$58,000 from the original quote. Exacom and Carbyne are working together on timelines.
- Telecom week is April 14-20, thank you to all the agencies for your support. The Jeffcom annual awards ceremony will align with Telecom week this year to celebrate their successes. The awards ceremony will be April 17th at 1500.

C. Legal Update
No update

VII. OLD BUSINESS

- Authorization to purchase floor operation chairs for 440 Indiana St.
 - A committee of employees put together a wish list for chairs. They reached out to various vendors and the chairs were available at the open house for employees to evaluate. Jeffcom received three informal quotes following the guidelines of the purchasing policy.
 - BodyBilt by Ergo Genesis was selected, they had the strongest warranty and the best pricing.
- Lease-Purchase Financing for Radio Equipment: Resolution 2024-04 Approving Lease Purchase Financing for the Acquisition and Installation of Radio Equipment, and Approving Lease-Purchase Agreement and Escrow Agreement.
 - JCECA received board approval to move forward with the Lease Purchase agreement for the Radio Equipment. The costs will be split 50/50 between Jeffcom and JCECA.
 - The first payment will be due 4/1/2025 and that will be budgeted moving forward. Closing is set for 3/25/2024 with board approval.

MOTION TO APPROVE RESOLUTION 2024-04 APPROVING LEASE PURCHASE FINANCING FOR THE ACQUISITION AND INSTALLATION OF RADIO EQUIPMENT, AND APPROVING LEASE-PURCHASE AGREEMENT AND ESCROW AGREEMENT.

It was moved by Joe Harvey and seconded by Del Kleinschmidt to approve Resolution 2024-04 Approving Lease Purchase Financing for the Acquisition and Installation of Radio Equipment, and Approving Lease-Purchase Agreement and Escrow Agreement. The motion was voted upon and carried unanimously.

VIII. NEW BUSINESS

- Approval of vendor for console purchases and installation.
 - ECS, Supervisors and IT formed a committee looking at console vendors.
 - Jeffcom went out to RFP for the consoles in February and received four responses. Three of the four vendors built consoles at the open house for employees to evaluate and provide feedback. At each console a different monitor configuration was installed for employee review.
 - The goal is to elevate the employee experience and enhance their workplace. Jeffcom currently has a linear configuration, and we want to maximize our new space with ample entry points. The committee looked at the console construction, functionality, layout and workflow.
 - Recommendation is to move forward with Russ Bassett. Their customer service is top notch, they really listened to Jeffcom's requirements. They offer a ten-year warranty and were the highest ranking from the committee.
 - The PowerPoint presentation is attached hereto and incorporated herein.

MOTION FOR APPROVAL OF RUSS BASSETT FOR CONSOLE PURCHASES AND INSTALLATION AND ALLOW THE EXECUTIVE DIRECTOR TO NEGOTIATE THE CONTRACT FOR BEST PRICING.

It was moved by Del Kleinschmidt and seconded by Mike Weege to approve the selection of Russ Bassett for console purchases and installation and allow the Executive Director to negotiate the contract for best pricing. The motion was voted upon and carried unanimously.

IX. EXECUTIVE SESSION

- Executive session pursuant to §§24-6-402(4)(b), and 24-6-402(4)(e), C.R.S. for a conference with Jeffcom 911's general counsel to received legal advice on, and for contract discussions related to the Services Agreement with the Healthy Dispatcher for the 2023 Cultural Assessment.

MOTION: At approximately 9:56am it was moved by Chris Murtha and seconded by Matt Osier to move into executive session pursuant to §§24-6-402(4)(b), and 24-6-402(4)(e), C.R.S. for a conference with Jeffcom 911's general counsel to received legal advice on, and for contract discussions related to the Services Agreement with the Healthy Dispatcher for the 2023 Cultural Assessment. The motion was voted upon and carried.

MOTION: At approximately 10:21am it was moved by Mike Weege and seconded by Chris Murtha to reconvene the regular meeting of the Jefferson County Communications Authority board of directors. The motion was voted upon and carried.

No motions were made, and no votes were taken during the Executive Session.

The Healthy Dispatcher is still working on the final draft and has exceeded their time on the contract. The original contract required completion by 2/15/2024.

MOTION TO EXTEND THE CONTRACT DEADLINE FOR THE HEALTHY DISPATCHER FOR TWO MORE COMPLETE MONTHS STARTING TODAY 3/21/2024 TO 5/21/2024.

It was moved by Joe Harvey and seconded by Del Kleinschmidt to extend the contract deadline for the healthy dispatcher for two more complete months starting today 3/21/2024 to 5/21/2024. The motion was voted upon and carried unanimously.

Bob Cole will draw up an amendment to the contract to extend the timeline.

X. ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Mike Weege and seconded by Matt Osier to adjourn the board meeting of the Jefferson County Communications Center Authority board of directors. The motion was voted upon and carried.

Meeting was adjourned at 10:23am.



JEFFCOM RFP 2024-1 CONSOLES

March 21, 2024

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RFP 2024-1



Goals

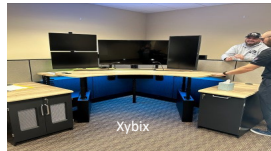
- Elevate the ECS experience by enhancing ergonomic interfaces and comfort
- Address current and future technology integration needs
- Maximize space and workflow

Responses received

- Evans
- Russ Bassett
- Watson
- Xybix

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OPEN HOUSE



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Employee Feedback Form



Console Feedback

Unique features: _____

Please Rate This Console

1 2 3 4 5

(Do not choose a console based on color, surface texture, or monitor configuration. This can all be customized, and the generic consoles are examples of options only, not the final choice)

1=The Worst 5=The Best

What Do You Like Most About This Console: _____

What Do You Dislike About This Console: _____

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Committee Evaluation



| Criteria | Weight |
|--|-------------|
| 1. Furniture construction and functionality | 25% |
| 2. Furniture layouts and traffic flows | 20% |
| 3. Ability to meet project timeline, including any subcontracting work | 15% |
| 4. Furniture aesthetics | 15% |
| 5. Warranty/maintenance support | 10% |
| 6. Overall pricing | 10% |
| 7. Complete/correct bid responses with supporting documentation | 5% |
| Total | 100% |

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Cost



| | Evans | Russ Bassett | Xybix | Watson |
|--------------------|----------------------------------|----------------------------------|--|----------------|
| Base price | \$1,388,396.40 \$1,633,052.96 | \$1,224,967.63 \$1,218,964.48 | \$1,204,761.62 \$1,151,315.51 \$1,159,913.16 | \$1,227,482.09 |
| Number of Consoles | 53 57 | 52 52 | 54 52 52 | 58 |
| Price per console | \$26,196.16 \$28,650.05 | \$23,557.07 \$23,441.62 | \$22,310.40 \$22,140.68 \$22,306.02 | \$21,163.48 |

*We currently have 42 linear Watson consoles.

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Recommendation



Russ Bassett

- Functional layout accommodating traffic flow
- Intuitive user interface
- Aesthetically pleasing, sleek, user friendly
- Top notch customer service during demo/RFP process
- 10 Year Everything Warranty
- Highest employee ranking from committee and feedback forms

• \$1,218,964.48 - \$1,224,967.63

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